



Moore County Airport Authority
Tuesday, September 8th, 2020
Public Meeting – 9:30 a.m.
Minutes

The Moore County Airport Authority Meeting began at 9:30 a.m. on Tuesday, September 8th, 2020 through Cisco WebEx Virtual Meeting Program, with concessions made for the public to attend telephonically or by video, due to the COVID-19 (Coronavirus) Pandemic. Airport Authority quorum was present.

Authority Members Present: (None)

Authority Members Absent: (None)

Authority Present

Participating Electronically: Tom McPherson, Chairman
Barry Lerman, Vice Chairman
Mike Jones, Secretary/Treasurer
Don Delauter, Member
Pat Corso, Member

Staff Present

Participating Electronically: Scott Malta, Airport Manager
Crystal Meyers, Administrative Assistant
Paul Puszynski, Line Service Supervisor
Carol Oakley, Finance Clerk
Bobbie Cox, Operations Director

Others Present

Participating Electronically: Dan Parks, Hayes Group
Jennifer St. Clair, Hayes Group
Jamie Newall
Steve Bright, TBI
Stephen Bright, TBI
Ron Maness

CALLED TO ORDER

A. Opened Session

1. Airport Authority Chairman, Tom McPherson, opened public session.

B. Closed Session (9:30 a.m.)

1. *I hereby move that, pursuant to [N.C.G.S. 143-318.11(a)(5)] the Authority meet in closed session to establish or instruct the staff or agent concerning the negotiations of the amount of compensation or other terms of a contract. Pinehurst Aviation Services & Airline Consultants.*

○ *Upon motion made by Vice Chairman, Barry Lerman, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to enter Closed Session.*

○ *Upon motion made by Secretary, Mike Jones, and seconded by, Vice Chairman, Barry Lerman, the Authority voted 5 to 0 to return to Open Session.*

C. Pledge of Allegiance was led by Chairman, Tom McPherson.

D. Officer Appointments (Chairman, Vice Chairman, Treasurer, Secretary)

1. By consensus, the Authority agreed to remain with the Status Quo.

○ Upon motion made by member, Don Delauter, and seconded by member, Pat Corso, the Authority voted 5 to 0 to remain with the Status Quo.

E. Additional Agenda Items Requested

1. Restaurant Project request by Secretary, Mike Jones.
2. Request formal approval to provide a waiver to Rental Car Agencies to assume liability.

F. Conflict of Interest Inquiry was made by Chairman, Tom McPherson.

(None)

G. Approval of Agenda

1. Upon motion made by Vice Chairman, Barry Lerman, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 approve the Agenda presented, to include requested addition(s) listed in Item E.

H. Approval of Previous Meeting Minutes

1. Moore County Airport Authority Meeting Minutes Presented:
August 11th, 2020
August 11th, 2020 Closed Session

○ Upon motion made by member, Don Delauter, and seconded by Vice Chairman, Barry Lerman, the Authority voted 5 to 0 to approve the August 11th, 2020 Meeting Minutes.

○ Upon motion made by Chairman, Tom McPherson, and seconded by member, Don Delauter, the Authority voted 5 to 0 to approve the August 11th, 2020 Closed Session Minutes.

I. Public comments

(None)

J. Presentations/Guest Speakers

1. Dan Parks and Jennifer St. Clair, The Hayes Group, presented the Airport Authority with the Economic Development & Impact Study.

○ Mr. Parks recommended Sandhills Community College be involved with any Economic Development that may come to the Airport.

- Mr. Parks reported little to no survey responses from the County of Moore, Moore County Board of Commissioners, and other Community Leaders was received.
- The Authority expressed concerned regarding the lack of response of those surveyed and the lack of education and understanding of the Business Model of those few who did respond.
- Member, Pat Corso, recommended making every effort to get County Commissioners engaged in the process and to broaden the Survey to reach other areas of Moore County beyond the Southern part of the County.
- Chairman, Tom McPherson, advised any Authority member that may have further input or questions for the Hayes Group to contact the Planning Committee.

K. Public Hearing

(None)

L. Minimum Standards

1. Airport Manager, Scotty Malta, stated, after further research, there is no way to create an official grass runway with the current space available. If the Authority chooses to explore further options, Mr. Malta recommended organizing a group for more research, open discussions, and plan development. The proposal will then be presented to the Authority for a decision.

M. Report Inquiries/Comments/Action Items

1. The Authority members reviewed/heard the following reports listed below:
 - Airport Manager, Scotty Malta, Reported:
 - Covid-19 is continuing under Governor Cooper’s Executive Order, Phase 2.5, requiring face coverings. In addition:
 - Meetings/gatherings indoors have been increased to 25.
 - Airport has implemented COVID-19 Plan.
 - Sanitizing Stations & Postings have been installed.
 - Airport Staff will have the option to return to work, with Social Distancing and Sanitation of Workspaces.
 - Airport Entrances will be re-opening to the Public.
 - No update on the Water Well and continued attempts to speak with the County are being made.
 - The Claim of \$48,000 was paid by the Airport for the damaged Hawker 800XP.
 - The service issue with the Runway Threshold Lights was bulbs.
 - Runway 23 bulbs have been replaced and bulbs ordered for Runway 05.
 - On-going conversations are underway with Pope AFB to move assets moving to KSOP approximately February 2021 through October 2021.
 - Department of Environmental Quality (DEQ) sent a Notice of Residual Petroleum. Must file and register Land Use Restrictions related the fuel tank’s removal. Attorney, John May, is working with the County to process the documents required.
 - The Cares Act Application for the \$69,000 Reimbursement is complete.
 - Hangar Inspections are underway.

- The Airport Manager and Staff will be meeting with County Fire Marshall and Building Inspector to review and discuss FAA and local rules & regulations, along with hangar leas, to include storage units.
- Letters will be sent to Based Customers notifying them of the inspection and requirements to remain in compliance.
- Inspections are anticipated to take place during last quarter of 2020.
- Sierra Tango tenant, Sierra Nevada Black Hawk, was witnessed operating unsafely on the ramp. Airport Manager, Scotty Malta, reported speaking with their Manager, requesting in future to follow all Ramp protocols for safe operations.
- The Authority had no further inquiries/comments/action items.
- Financial Report was summarized by Airport Manager, Scott Malta.
 - Expenses are trending down from last year.
 - Jet-A Fuel Sales are down, however slowly increasing, as well as AVGAS.
 - YTD revenues are below last year.
 - Operations are well above same time last year.
 - Overall outlook is positive, however considerably lower than last year.
 - The Authority had no further inquiries/comments/action items.
- Operations Report was summarized by Operations Director, Bobbie Cox.
 - The Authority had no further inquiries/comments/action items.

N. Grant/Local/Exploratory Project/Strategic Plan Summaries:

1. Grant Projects:

- Master Plan:
 - Has been submitted to FAA/Memphis, Bernard Green, Planner.
 - No response at this time.
 - Airport Layout Plan (ALP) has been updated with a location to construct the Airport Maintenance Facility.
- Lighting Project:
 - 90% of Plan Complete. A review of the Plans & Electrical Drawings is being conducted locally and by DOA.
 - Mr. Malta stated, in collaboration with the Fayetteville FAA, construction closures will be scheduled for overnight. During this time:
 - NavAids will be shut down for approximately 4 to 6 weeks.
 - The ILS will be out of service as well as the approach lighting for Runway 5.
 - Construction funding on hold by the State.
 - Mr. Malta recommended a subsequent meeting be planned for further discussion and for details of the project to be presented.
- Hangars Taxi lane & Service Road and New Hangars
 - 90% of Design is complete.
 - Work Authorization for new Hangars has been submitted.
 - The combined Plans & Specs are expected to be delivered by Talbert & Bright the first week of October.
 - Bidding/Construction on hold due to lack of funds from the State.
 - Mr. Malta requested consideration by the Authority on funding source(s) for hangar construction.

- Chairman, Tom McPherson, informed the Authority of his conversations with the Banks, and a bank loan would be a viable option for funding, however; the Banks indicated a design package would be required when applying for the loan.

2. **Local Projects:**

- The Main Hangar Door bid package was modified and redistributed; and is scheduled to close at 5:00pm on September 25th, 2020.

3. **Exploratory Project Summaries:**

- The contract for the Lighting Conversion along the Airfield perimeter is signed and completed. Cost savings are anticipated.

4. **Strategic Plan Update:**

- Strategic Planning Committee: Charles Hayes; Dan Parks; Jennifer St. Clair; Ron Maness; Pat Corso and Scotty Malta
- The survey is completed, and interviews are underway, via Zoom, including Town & City Leaders and the County Commissioners.
 - Additional analysis of Peer and Similar Airports will be conducted.

O. Unfinished Business

(None)

P. New Business

1. Requested formal approval of the Resolution of Appreciation for Devon Girdwood.
 - Upon motion made by member, Don Delauter, and seconded by member, Pat Corso, the Authority voted 5 to 0 to approve the Resolution of Appreciation.

Q. Additional Agenda Items

1. Airport Manager, Scott Malta, explained the issues and concerns with Rental Car Agencies operating on the Airport, indicating the potential for liability. Mr. Malta requested the Airport Attorney draft a liability waiver relieving the Airport of all liability related to moving vehicles, handling keys/contracts, and removing all responsibility from Airport Employees.
 - By consensus, the Authority agreed Mr. Malta move forward with the process of presenting the Liability Waiver to Rental Car Agencies operating on the Airport.
2. Secretary, Mike Jones, requested the Authority's consideration to restart the Restaurant Project.
 - By consensus, the Authority agreed to leave the Restaurant Project on hold until more can be determined on the effects of COVID-19 to the economy.

R. Announcements/Comments

1. Member, Don Delauter, renounced his tenure, estimating his relinquishment to be the end of 2020. The announcement has not been made formal and no date confirmed at this time.
2. Authority Chairman, Tom McPherson, announced the Moore County Airport Authority Monthly Meeting will be conducted via WebEx at 10:00 a.m. on Tuesday, October 13th, 2020.

S. Adjournment

1. Chairman, Tom McPherson adjourned at 12:06 p.m.

Tom McPherson, Chairman
Moore County Airport Authority

Mike Jones, Secretary
Moore County Airport Authority